

Second National CDC Prevention Conference on Heart Disease and Stroke

CALL FOR ABSTRACTS

Submission Deadline May 14, 2004



Charting
the Course

August 17-19, 2004

**Crowne Plaza Ravinia
Atlanta, Georgia**

Sponsored by: Centers for Disease Control
and Prevention (CDC)

Co-sponsored by:

American Heart Association (AHA)

National Heart, Lung, and Blood Institute (NHLBI)



Call for Abstracts

You are invited to submit abstracts for the Second National CDC Prevention Conference on Heart Disease and Stroke, sponsored by the Centers for Disease Control and Prevention (CDC), and co-sponsored by the American Heart Association (AHA) and the National Heart, Lung, and Blood Institute (NHLBI). This conference *Charting the Course* is intended to attract a broad array of health professionals who are actively engaged in heart disease and stroke prevention activities across the country. Abstracts should address programmatic, epidemiologic, or applied research in two overarching areas: 1) cardiovascular health promotion, and 2) disease prevention through policy and environmental strategies. Accepted abstracts will be published as part of the conference proceedings in the American Health Foundation's *Preventive Medicine*.

Additionally, manuscripts that address the topics outlined in this Call for Abstracts will be published in the *American Journal of Preventive Medicine*. Please contact Dr. George Mensah, Chief, Cardiovascular Health Branch, Centers for Disease Control and Prevention, at 770-488-8082, to discuss manuscript submissions.

General Conference Information

Conference Dates: **August 17-19, 2004**

Conference Location: **The Crowne Plaza Ravinia Hotel Resort**
4355 Ashford Dunwoody Road
Atlanta, Georgia 30346
Telephone: (770) 395-7700
Fax: (770) 392-9503 (reservations only)

Important Dates

Abstract Submission Deadline: **Friday, May 14, 2004**
(Abstracts will be accepted via online submission only)

Abstract Notification Letters: **Friday, June 11, 2004**

Conference Registration Deadline: **Monday, July 19, 2004**
(Conference registration information available in March)

Hotel Reservation Cut-Off Date: **Monday, July 26, 2004**

Conference Overview

The purpose of the second national conference is to provide opportunities for information sharing, networking, and skill building for state health department staff members, cardiovascular health (CVH) partner organizations, students of public health, public health practitioners, academics and associates of voluntary health organizations working to prevent heart disease and stroke and to eliminate health disparities. Attendees will expand their knowledge of the current and emerging developments in heart disease and stroke prevention and learn about policy and environmental strategies for promoting cardiovascular health.

This year's conference features a keynote address, four plenary sessions, and a special lunchtime poster session.

Continuing Education

Continuing Education Contact Hours (CNE/CEU/CECH) will be offered for various professions including Registered Nurses and Certified Health Education Specialists based on the number of hours of instruction.

Conference Contractor

For questions regarding meeting logistics, please contact the conference contractor listed below:

Professional and Scientific Associates (PSA)

Attn: Ms. C. Davis

2957 Clairmont Road, Suite 480, Atlanta, Georgia 30329

404-633-6869 ext. 207(tel.) ~ 404-633-6477(fax) ~ ch_davis@psava.com

Conference Topics

Abstracts for the Second National CDC Prevention Conference on Heart Disease and Stroke are invited in the following thematic areas:

- ♦ **Charting the Course to Eliminate Disparities for Heart Disease and Stroke**
Utilizing Data to Facilitate the Elimination of Disparities
Health Care Systems to Eliminate Disparities
Employer Programs to Eliminate Disparities
Community-Based Intervention to Eliminate Disparities
- ♦ **Environmental Interventions That Influence Heart Disease and Stroke Prevention**
Work Site Wellness: Prevention Solutions at Work
Health Care Interventions for Heart Disease and Stroke Prevention
Community Approaches to Fight Heart Disease and Stroke
Information Technology Systems That Improve Quality Care
- ♦ **Policy Interventions That Influence Heart Disease and Stroke Prevention**
State Policies That Impact Heart Disease and Stroke
Soup to Nuts on Stroke Registries
Examples of State Policies for EMS
Policy and System Changes in Health Plans
- ♦ **Communication Strategies for Engaging Partners, Media and the Public**
Partnerships That Make a Difference
The Early Morning Edition and the News at 6
On Target: Evaluation of Communication Campaigns

Poster Sessions

All accepted abstracts will be presented in a poster session. No other concurrent sessions will be scheduled during the poster session so that all attendees will have an opportunity to view the posters. Abstracts will be published in the American Health Foundation's *Preventive Medicine*.

Poster sessions are display presentations consisting of an exhibit of material that the author or presenter personally attends for an assigned period of time (one hour). Results are summarized in the form of graphs, pictures, etc. Copies of a written report or handout may be distributed.

Presenters are responsible for all expenses related to participation in the conference and poster session, including transportation, lodging, and meals.

Preparing an Abstract

Follow these instructions to correctly prepare your abstract:

- ♦ Describe briefly the objective(s) of the poster presentation.
- ♦ Include a statement on the methods used.
- ♦ Summarize results, lessons learned, or outcomes.
- ♦ Include a statement of conclusion(s) reached.
- ♦ Complete the online Abstract Submission form.

Submission Method

Submit abstracts only once using our online registration Web site:
www.psava.com/2004cvh/abstracts.

You will receive an e-mail acknowledging your online submission from Professional and Scientific Associates. Abstracts will be reviewed by an abstract panel from the Centers for Disease Control and Prevention. Abstracts must be received via online submission by **Friday, May 14, 2004**.

Submission Guidelines

- ♦ For the **Online Abstract Submission Form**, it is vital to include the following contact information for each presenting author: name, title, organization, mailing address, telephone and fax numbers, and e-mail address.
- ♦ Leave 1- line spaces between the title, headers, subheadings, and paragraphs.
- ♦ DO NOT use bold or italic fonts, line centering, full justification or other formatting. Such formatting will be lost once your abstract is pasted online.
- ♦ Abstract titles should be no longer than 15 words.
- ♦ Abstract text should be no longer than 250 words.
- ♦ Organize the abstract by
 1. Brief description of objectives.
 2. Statement of the methods used.
 3. Summary of results.
 4. Conclusions.
- ♦ Write title of abstract and name of presenting author in ALL CAPS.
- ♦ Single-space all typing with no lines of space between title and body or between paragraphs.
- ♦ Indent each paragraph with a tab.
- ♦ Define all abbreviations the first time they appear in the abstract.
- ♦ Avoid formulas.
- ♦ Use only the generic names of drugs.
- ♦ Do not include references, credits, or mention of grant support.
- ♦ Submit computer file of abstract. File must be in a PC-compatible format, preferably Microsoft Word or WordPerfect. Zip all files.
- ♦ Proofread the abstract carefully before submitting.
- ♦ Abstracts will be accepted only if they are submitted online.
- ♦ Abstracts that are not in accordance with these stipulated requirements may be rejected and returned.

Grading/Presentation Guidelines

Abstracts will be scored by a CDC Abstract Review Committee according to scientific merit and relevance to conference themes.

All accepted abstracts will be presented at the Second National CDC Prevention Conference on Heart Disease and Stroke during the poster session.

Contact Information

Submit name of corresponding author. All correspondence, including acknowledgement of receipt, will be directed to the corresponding author. Include the following information for the corresponding/lead author: Name (first, middle, last); Degree; Title; Organization; Street Address; City; State; Country; Postal Code; Telephone (voice, fax, country code if outside the US); e-mail address.

Include the following statement with your online submission: "The undersigned author affirms that the material submitted has not been previously published or presented at any national or international meeting, and that any experimentation has been conducted according to a protocol approved by the institutional committee on ethics or, if no such committee exists, that it conforms with the principles of the Declaration of Helsinki of the World Medical Association (Clinical Research 14: 193, 1966). The undersigned also certifies that all other authors named in the abstract have agreed to its submission, presentation and publication at the Second National CDC Prevention Conference on Heart Disease and Stroke.

For questions about formatting an abstract, please contact:

Ms. C. Davis

Telephone: (404) 633-6869 ext. 207

E-mail: 2004cvhconference@psava.com

For questions about abstract content or topics, please contact:

Dr. Shifan Dai

Cardiovascular Health Branch

Centers for Disease Control and Prevention

Telephone: (770) 488-8123

E-mail: sdai@cdc.gov

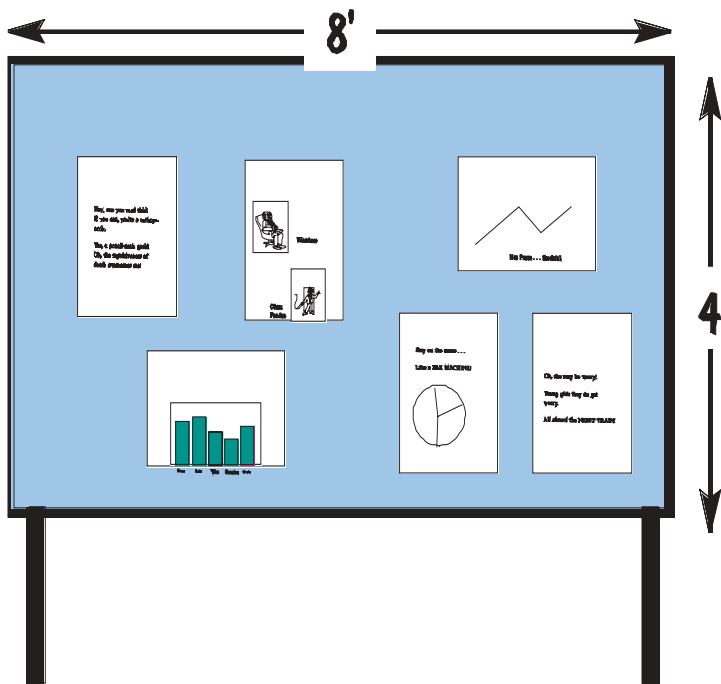
Confirmations

You will be notified electronically upon receipt of your abstract submission. If you have not received a confirmation within 72 hours of your submission time, please contact Charnequa Davis at (404) 633-6869, ext. 207.

By **Friday, June 11, 2004**, we will send a notification letter confirming whether your abstract was accepted. If your abstract is accepted, information on the date, time, and logistics of the poster session will be provided. You will receive a request to confirm your availability to attend the conference.

Guidelines for Poster Presentations

Poster presentations give you an opportunity to acquaint conference participants with the fundamentals of your program, special project, or study analysis.



What is a poster?

A poster is a display that uses text, graphics, tables, charts, or pictures to present the highlights of a subject. It should be designed to (1) catch the viewer's attention, (2) quickly acquaint the viewer with the basics of your subject, and (3) make the viewer want to learn more.

Each presenter will be assigned a free-standing display board with a usable surface of about 4 X 8 feet, an 8' x 18" table for materials and handouts, and a sign indicating the poster number and title. Presenters must provide the "panels" (charts, text, illustrations, etc.) that make up the body of the presentation.

The boards this year will be gray in color. We are told that velcro will stick to the surface, but it may be wise to also bring your own pins.

Please Remember

A good poster strikes a balance between too much and too little information. An effective poster presentation is not just a report or journal article. Your poster should highlight the *major* points of the topic in a form that the viewer can absorb in a few minutes. It is best not to reproduce full pages of typed text. Viewers are more likely to pay attention to short phrases, statements set off with bullets, and clear graphics.

On the other hand, the poster should have a point to make. Include an analysis of important information that provides the viewer with some new knowledge or insights.

Tips for Preparing Poster Presentations

- ♦ As a rule of thumb, about eight poster panels is the maximum for an effective presentation.
- ♦ Keep text brief.
- ♦ Avoid using all capital letters for text. A combination of upper and lower case letters is easier to read.
- ♦ Use graphics (charts, tables, pictures) that can be very quickly understood.
- ♦ Use color to add visual interest to your presentation.
- ♦ Connect ideas so the flow of logic is clear from panel to panel. Consider numbering the panels to show the correct sequence.
- ♦ Assume that people will be looking at your poster from about 3 feet away, and design it to be read from that distance.

**For more information on the
Second National CDC Conference
on Heart Disease and Stroke
Visit the Cardiovascular Health Branch Web site:
www.cdc.gov/cvh**

DEPARTMENT OF HEALTH AND HUMAN SERVICES

CDC

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